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INSTRUCTIONS AS PER COVERING LETTER ON ESTIMATED
FISCAL YEAR 1958 FOREIGN INTELLIGENCE COSTS REPORT

1. A report is required from each agency conducting foreign intelligence activities, whether such activities are financed from direct appropriations or from allocations from other agencies' appropriations.

The report is to constitute the best available estimates of all man-years devoted to and obligations incurred for foreign, positive, strategic intelligence activities during fiscal year 1958 by the reporting agency.

The estimates are to exclude costs of such activities as intelligence on domestic affairs, internal security, counterintelligence except as directly related to the other activities included in the estimates, and tactical or combat intelligence. Although tactical or combat intelligence activities are generally to be excluded, the estimates are to include the activities of the intelligence components of and intelligence units attached to the major overseas military commands and the United States elements of combined commands.

2. Information to be submitted. An original and one copy of the report in the form of the attached exhibit A will be submitted to the Chief, International Division, Bureau of the Budget, not later than April 15, 1958. The submission will be assigned an appropriate security classification by the originating agency.

Individual reports should be prepared by the Office of the Secretary of Defense, the Departments of the Army, Navy, and Air Force, the Joint Chiefs of Staff, and the National Security Agency and submitted to the Bureau of the Budget through the Office of the Secretary of Defense.

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EXHIBIT A

REPORT ON ESTIMATED FISCAL YEAR 1958 FOREIGN INTELLIGENCE COSTS

AGENCY _____

ACTIVITIES	MAN-YEARS	OBLIGATIONS (\$ THOUSANDS)
1. COLLECTION		
a. Requirements coordination.....		
b. Overt collection		
(1) Domestic.....		
(2) Overseas		
(a) The Foreign Service and attaches.....		
(b) Other (Describe).....		
c. Covert collection		
(1) Espionage.....		
(2) Special intelligence.....		
(3) Electronic intelligence.....		
(4) Other (Describe).....		
TOTAL, COLLECTION.....		
2. PRODUCTION		
a. Ground forces.....		
b. Naval forces.....		
c. Air forces.....		
d. Political, cultural, sociological, and psychological.....		
e. Economic.....		
f. Scientific and technological.....		
g. Geographic.....		
TOTAL, PRODUCTION.....		
3. COLLATERAL ACTIVITIES		
a. Screening and distribution.....		
b. Training.....		
c. Translation.....		
d. Reference facilities.....		
e. Research and development.....		
f. Printing and reproduction.....		
TOTAL, COLLATERAL ACTIVITIES.....		
4. SUPPORT		
a. Administration, supervision, and coordination.....		
b. Communications.....		
c. Security.....		
TOTAL, SUPPORT.....		

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EXHIBIT A

REPORT ON ESTIMATED FISCAL YEAR 1958 FOREIGN INTELLIGENCE COSTS (CONT'D)

AGENCY _____

ACTIVITIES	MAN-YEARS	OBLIGATIONS (\$ THOUSANDS)
5. GRAND TOTAL (Items 1 / 2 / 3 / 4 / 5 above)*		
a. Man-years by type of personnel		
(1) Civilian.....		XXXXXXXXXX
(2) Military.....		XXXXXXXXXX
(3) Alien.....		XXXXXXXXXX
b. Obligations by appropriation		
(1) (Title).....	XXXXXXXXXX	
(2) (Title).....	XXXXXXXXXX	
GRAND TOTAL.....		

* The above totals include:

ADDITIONS TO CAPITAL EQUIPMENT FOR:

a. Buildings.....

b. Aircraft.....

c. Vehicles.....

d. Other equipment.....

TOTAL, ADDITIONS TO CAPITAL EQUIPMENT.....

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INSTRUCTIONS FOR PREPARATION OF EXHIBIT A

A. ACTIVITIES.

1. Collection.

a. Requirements coordination includes receiving, screening, collating, and assigning requirements for intelligence collection regardless of whether the personnel performing this activity are assigned to collection, production, dissemination, or other units.

b. Overt collection.

(1) Domestic overt collection includes all overt collection activities located in the United States and its territories.

(2) Overseas overt collection includes all overt collection activities located outside the United States and its territories.

(a) The Foreign Service and attaches includes the proportion of overseas Foreign Service costs attributable to the collection and reporting of political, economic, cultural, sociological, and biographic intelligence. In addition, this activity includes permanent change of station costs, identifiable administrative support costs, and pay and allowances of military attache personnel and comparable costs for other attache personnel performing intelligence functions.

(b) Other overseas overt collection activities not reported elsewhere are to be shown in this entry and individually described in the stub.

c. Covert collection.

(1) Espionage includes the covert collection of information by traditional means.

(2) Special intelligence includes those covert collection activities dealt with in National Security Council Intelligence Directive No. 9.

(3) Electronic intelligence includes those covert collection activities dealt with in National Security Council Intelligence Directive No. 17.

(4) Other covert collection activities not reported elsewhere are to be shown in this entry and individually described in the stub.

2. Production of intelligence by an agency or its contractors is to be distributed among the classifications below according to subject matter. The user or the form of the product is not to be considered in classifying the production activities. For example, production of studies on electric power should be classified as "economic" regardless of whether the studies may be

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used for air target analysis or for estimating countries' production capabilities and regardless of whether the studies are used for target folders of for National Intelligence surveys.

a. Ground forces includes production of intelligence on such matters as organization, equipping, order of battle, and logistics of foreign ground forces.

b. Naval forces includes production of intelligence on such matters as organization, equipping, order of battle, and logistics of foreign naval forces.

c. Air forces includes production of intelligence on such matters as organization, equipping, order of battle, and logistics of foreign air forces.

d. Political, cultural, sociological, and psychological. "Political", "cultural", and "sociological" are here used in their normal intelligence denotations. "Psychological" intelligence includes, first, intelligence on other governments' plans, programs, and media for waging psychological warfare and, second, foreign public opinion polls and studies of the susceptibilities of foreign populations to psychological warfare.

e. Economic includes production of intelligence on such subjects as raw materials, manufacturing (including weapons), services, transportation, communications, trade, and finance.

f. Scientific and technological includes production of intelligence on foreign scientific achievements and on foreign structures, equipment, and weapons in being, in production, or under development.

g. Geographic includes production of intelligence on the natural features, i.e., land, sea, and weather, of foreign areas and cartographic preparation.

3. Collateral activities.

a. Screening and distribution includes the handling of raw and finished intelligence originated in the reporting agency and in other agencies.

b. Training includes training only for those intelligence activities covered elsewhere in the estimates.

c. Translation includes the activities of only those staffs specifically assigned to the translation of documents of intelligence value.

d. Reference facilities includes libraries, collections, and registers containing primarily intelligence materials.

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e. Research and development includes research and development related to devices, equipment, and techniques for intelligence collection and analysis.

f. Printing and reproduction includes printing and reproduction of such materials as books, briefs, cables, and maps related to the activities covered elsewhere in the estimates.

4. Support.

a. Administration, supervision, and coordination includes those administrative overhead functions reasonably assignable to foreign, positive, strategic intelligence activities but not assignable to other specific activities in these estimates.

b. Communications includes all direct and indirect, commercial and governmental communications in support of the intelligence activities covered elsewhere in the estimates. Communications should not be shown elsewhere in the report.

c. Security includes those physical and personnel security measures directly related to the intelligence activities covered elsewhere in the estimates.

5. Additions to capital equipment includes costs incurred in the current fiscal year for additions to capital equipment. Costs of capital equipment will be excluded from items 1 through 4 above.

a. Buildings includes construction of structures and installations to be used primarily for intelligence activities covered elsewhere in the estimates.

b. Aircraft includes procurement of aircraft to be used primarily for intelligence activities covered elsewhere in the estimates.

c. Vehicles includes procurement of specialized and other vehicles to be used primarily for intelligence activities covered elsewhere in the estimates.

d. Other equipment includes procurement of such major equipment as electronic computers and radars to be used primarily for intelligence activities covered elsewhere in the estimates.

B. MAN-YEARS. Estimated of man-years should be based, insofar as possible, on on-duty strengths as of December 31, 1957, adjusted to reflect any known significant increases or decreases during portions of the fiscal year. Estimates are to be rounded to the nearest man-year.

C. OBLIGATIONS. Estimates of obligations are to include all objects of expense for the activities listed in the stub. The obligation estimates will therefore not be directly comparable to the man-year estimates. Estimates are to be shown in thousands of dollars.

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